



## **Instructions: Restoration of a Texas OT/OTA License**

---

A person who was formerly licensed in Texas but whose license has been expired for more than one year may restore the Texas license (refer to OT Rules, §370.3). Below are the various types of license restoration. All requirements for license restoration must be completed within one year from the date of application.

- A. The board may restore a license expired more than one year to a person who was licensed in Texas, moved to another state or US territory, is currently licensed in another US state or territory, and that license has not been suspended, revoked, cancelled, surrendered or otherwise restricted for any reason if the person shall meet the following requirements and submit the following:
1. Completed and signed Application for Restoration form;
  2. Verification of all state licenses held since leaving Texas. At least one must be current and in good standing (complete the History of Licensure form on page 3), and any disciplinary actions must be reported to the board;
  3. Completed and passed jurisprudence exam, available on our website from the Application page;
  4. Restoration fee; and
  5. Recent passport type photo, 2 x 2 on photographic paper; write your name and last 4 digits of your social security number on reverse.
- B. If the person's Texas license has been expired more than one year and less than two years, and has no current license in another state or US territory, the person shall submit the following:
1. Completed and signed Application for Restoration form;
  2. Completed and passed jurisprudence exam, available on our website from the Application page;
  3. Restoration fee **and** the late renewal fee;
  4. Recent passport type photo, 2 x 2 on photographic paper; write your name and last 4 digits of your social security number on reverse; and
  5. Copies of the completed continuing education showing 45 hours of continuing education as per Chapter 367 of the OT Rules (relating to Continuing Education) with a minimum of 30 hours in Type 2.
- C. A former licensee whose Texas license is expired more than two years and holds no current state or US territory license may return to Texas licensure by submitting the following:
1. Completed and signed Application for Restoration form;
  2. Completed and passed jurisprudence exam, available on our website from the Application page;
  3. Restoration fee;
  4. Recent passport type photo, 2 x 2 on photographic paper; write your name and last 4 digits of your social security number on reverse; and
  5. Proof of completion of one of the three (3) choices for restoration:
    - a. A re-entry/refresher course through an accredited college or university, and submit the certificate of completion or transcript to the board; or
    - b. An advanced occupational therapy degree, with an official transcript sent to the board; or
    - c. Retake the NBCOT examination "for licensure purposes only" and the scores reported to Texas from NBCOT; and submit copies of the completed continuing education showing 45 hours of continuing education as per Chapter 367 of this of the OT Rules (relating to Continuing Education), with a minimum of 30 hours in Type 2.

Once the applicant has met the requirements and submitted all the required items, the license will be restored by the Board. The restored license will be issued for a period of time that grants the licensee a license for a period of time of at least two years to expire on the last day of the licensee's birth month.

The requirement for continuing education begins immediately with a new or renewed Texas license. Refer to Chapter 367 of the OT Rules for more information.

**Address of Record:** Your business address will be the address shared with the public unless you choose another to be available to the public. If no business address is supplied, the mailing address will be selected, and if neither is supplied, the home address will be selected. You can change your address of record at any time through our online Address Change Form on the website.



**Texas Board of Occupational Therapy Examiners  
Application for License Restoration**

TEXAS LICENSE #: \_\_\_\_\_

TYPE OF LICENSE: \_\_\_\_\_ OT \_\_\_\_\_ OTA

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Attach a recent 2 x 2 inch color photograph on photographic paper of yourself here. A clear head and shoulders shot is required. Write your name and last 4 digits of your social security number on the reverse side.

**Method of Restoration, check one:**

\_\_\_\_ A. Current, Active Licensure in State: \_\_\_\_\_ License No.: \_\_\_\_\_

\_\_\_\_ B. Expired more than 1 yr, less than 2 yrs, & submits proof of 45 hours of CE, min of 30 hours of Type 2.

\_\_\_\_ C. Expired for more than 2 years, check which method:  
\_\_\_\_ 1. Re-entry/refreshers college or university course  
\_\_\_\_ 2. Advanced Degree in OT  
\_\_\_\_ 3. Retake the NBCOT Exam and submit 45 hrs. of CE, min of 30 hrs. of Type 2

**You must notify the Board within 30 days of any address or contact information change.**

**RESIDENTIAL ADDRESS:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone # with area code: \_\_\_\_\_ Email: \_\_\_\_\_

**MAILING ADDRESS, if different from Residential Address:**

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**BUSINESS ADDRESS**

Name of Business: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone # with area code: \_\_\_\_\_

**SELECT ONE OF THE ABOVE AS ADDRESS OF RECORD (circle one): Business Home Mailing**

*By signing this form, I attest that all information in this application is true, and that I understand that providing false or incorrect information is a violation of the OT Practice Act and may subject me to the penalties set forth in the Act. I also attest that since my license expiration:*

☐ I have not been convicted of a felony, including a finding or verdict of guilty, an admission of guilt, or a plea of nolo contendere, in this state or any other, that has not been reported to the Board as part of this application.

☐ No other state or nation has taken an action to suspend or revoke my license to practice occupational therapy that has not been reported to the Board as part of this application.

☐ One of the above actions has happened, and I am enclosing the official documentation describing the action for the Board's review.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Office Use Only**

Fees Received: \_\_\_\_\_ Receipt Date: \_\_\_\_\_ Receipt No: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ License Expiration Date: \_\_\_\_\_



**Texas Board of Occupational Therapy Examiners**  
333 Guadalupe, Suite 2-510 Austin, TX 78701-3942  
Phone: (512) 305-6900 Fax: (512) 305-6970  
[www.ptot.texas.gov](http://www.ptot.texas.gov)

## History of Licensure

***Complete this form if you have been expired more than one year  
and are currently licensed in another US state or territory.***

Enter the following information for ALL states, jurisdictions, or countries in which you have ever held an occupational therapy license (or been authorized to practice occupational therapy if licensure was not required). If you do not know the license number or the associated dates, write in the space provided "information not available." YOU MUST HAVE A VERIFICATION OF LICENSURE SENT FROM EACH STATE IN WHICH YOU HAVE BEEN LICENSED SINCE LEAVING TEXAS, AND **AT LEAST ONE MUST BE CURRENT.**

STATE/COUNTRY	LICENSE/REG. #	DATE ISSUED	EXPIRATION DATE